



Town of Arlington Select Board

Meeting Agenda

December 9, 2021

7:00 PM

Conducted by Remote Participation

1. Executive Order on Remote Participation
2. Select Board/Town Manager Goal Setting
Stephen W. DeCoursey, Select Board Chair
Adam W. Chapdelaine, Town Manager

Next Regularly Scheduled Meeting of Select Board December 20, 2021

You are invited to a Zoom webinar.

When: Dec 9, 2021 07:00 PM Eastern Time (US and Canada)

Topic: Select Board/Manager Goal Setting Session

Register in advance for this webinar:

https://town-arlington-ma-us.zoom.us/webinar/register/WN_naT0l_ohQqq2VglaXFH1_A

After registering, you will receive a confirmation email containing information about joining the webinar.

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Town of Arlington, Massachusetts

Executive Order on Remote Participation



Town of Arlington, Massachusetts

Select Board/Town Manager Goal Setting

Summary:

Stephen W. DeCoursey, Select Board Chair

Adam W. Chapdelaine, Town Manager

ATTACHMENTS:

	Type	File Name	Description
▯	Reference Material	Existing_Goals_ForDiscussion_12-9.pdf	Existing Goals

FY 2018 - 2019 Select Board & Town Manager Goals			
Category/Goal		Responsibility	
		SB	TM
LONG RANGE FINANCIAL/STRATEGIC PLANNING & SUSTAINABILITY *			
Work with Long Range Planning Committee to update existing multi-year financial plan while also considering opportunities to reduce the Town's structural deficit in preparation for future multi-year financial plans and work with the Budget and Revenue Taskforce to identify financial impact of AHS debt exclusion and operating override both of which are under consideration for Spring 2019		X	X
	<i>Deliverable – The Chair will provide an update to the Select Board following meetings of the Long Range Planning Committee</i>	X	
	<i>Deliverable – The Town Manager or Deputy Town Manager will present updates regarding the Long Range Plan to the Board on a quarterly basis</i>		X
	<i>Deliverable – The Board will call a meeting of the Budget and Revenue Taskforce at least once per year</i>	X	
	<i>Deliverable – Work to engage and inform the public in the lead up to Spring 2019 about the need for future overrides and the AHS debt exclusion and the corresponding service level impacts</i>	X	X
	<i>Deliverable – Work to better utilize existing financial tools and documents (AVB & Financial Plan) to educate residents about the correlation between service levels and taxation</i>	X	X
Work with the Long Range Planning Committee to develop a plan to reduce the MWRA debt shift as a means of offsetting tax bill impacts of the AHS debt exclusion and an operating override		X	X
Continue to evaluate current methods of delivering various services to ensure that the most productive, cost efficient method is used with a particular focus on solid waste, recycling and compost related issues in preparation for impacts from the shifting recyclables market			X
Continue to maximize grant funding and other revenue enhancing opportunities including grants and technical resources available to Community Compact program participants			X
Work with legislators and other communities for a more equitable distribution of state resources and identify and communicate the Town's legislative priorities to the local delegation		X	X
	<i>Priorities to include working with utility companies to explore system upgrades and better coordination amongst varying utilities, specifically focused on better coordination between utility work and Town paving projects, gas leak repair and double pole removal</i>		X
	<i>Work with the Department of Public Utilities (DPU) and National Grid (NGrid) to maintain safe gas operations during the union lockout and after the end of the lockout, work to ensure that DPU and Ngrid are properly supervising gas system work to ensure safety.</i>	X	X
	<i>Advocate for increasing the state match for CPA funding, the full implementation of recommendations of the Foundation Budget Review Commission and for adequate funding of the MBTA, specifically the funding of repairs to the Alewife Garage</i>	X	X
	<i>Advocate for both MassWorks and MassDOT funding to begin Phase 2 of the Massachusetts Avenue project</i>	X	X
	<i>Work with state and federal legislative delegation to urge the FAA to consider options which might mitigate the impact of the noise of flights over East Arlington</i>	X	

	<i>Work with State legislative delegation to seek state funding (via budget line item) for non-MSBA reimbursable aspects of the AHS rebuild</i>	X	X
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CAPITAL PROJECTS AND MAINTENANCE		BoS	TM
Continue to work with the Town Manager and the School Department on continued implementation of the joint Town/School Facilities Department with a focus on asset inventory and programming of maintenance scheduling.		X	X
Work with the Arlington High School Building Committee as it works to finalize the schematic design of the project and requests approval of a project scope and budget agreement by the MSBA		X	X
Six classroom addition to the Hardy Elementary School		X	X
	<i>Deliverable – Work with the Town Manager, PTBC, and the School Department to see that this project is completed on-time and under budget</i>		X
Finalize the sale of the property at 1207 Massachusetts Avenue		X	X
Work with the ARB and the PTBC as it finalizes design and seeks funding from Town Meeting for the Central School focused on improving the space used as a Senior Center			X
Work with the Town Manager and the PTBC as it finalizes design and seeks funding from Town Meeting for a renovation of the DPW facility			X
Continue to work with the Town Manager, the Friends of the Robbins Town Hall Gardens, and the Community Preservation Committee to implement appropriated improvements to Town Hall and the Gardens		X	X
Work with the Library Board of Trustees as it advances the "Reimagining Our Libraries" program and begins to seek funding for improvements to the Robbins and Fox Libraries		X	X
Work with the Town Manager to consider the best use of the space at the Parmenter School which will be vacated as of June 2019		X	X

LONG RANGE COMMUNITY PLANNING, LAND USE, COMMUNITY DEVELOPMENT, AND TOURISM		BoS	TM
Continue to work with the Master Plan Implementation Committee as it implements the key strategies and recommendations contained within the Master Plan, including a focus on the work of updating the Town's zoning related to business districts, signage and the development of affordable housing		X	X
Work with the Arlington Tourism and Economic Development Committee to review the committee's priorities and the committee's structure with a focus on developing a sustainable model through which these priorities can be achieved		X	
Continue to support efforts focused on economic development, business retention, and tourism through working with the Economic Development Coordinator, with a particular focus on the Arlington Heights revitalization planning initiative that is currently underway		X	X
Work to oppose the current proposal for the Mugar property, protect the wetlands contained within the property, and work toward the best outcome for the property, the neighborhood, and the Town		X	X
Continue to work with the Arlington Commission for Arts and Culture to support promotional opportunities for arts and culture in Arlington, work to promote the recently approved cultural district, and assist in the implementation of the Arts and Culture Action Plan while also working to develop metrics for measuring the impact of investments in arts and culture		X	X
Work with the Cemetery Commission and ARB to consider the impending shortage of cemetery space		X	X
Work with Town Manager and other stakeholders on identifying land for storm debris and snow storage with a particular focusing on engaging in the community in a dialogue regarding the acquisition of the vacant land at Poet's Corner		X	X
Populate the beautification committee to explore opportunities for enhancing holiday decorations and other aesthetic aspects of the Town		X	
Communicate and coordinate with neighboring communities to identify issues that have regional impacts, the following included:		X	X
	<i>Work with Cambridge, Somerville, and the MWRA to eliminate all CSO discharges into the Alewife Brook within the next 20 years. Uphold Town Meeting vote to restore Alewife Brook to a Federal Class B waterway</i>	X	X
	<i>Work with DCR and MassDOT on Alewife Greenway to protect the Town's interests and ensure that appropriate state agencies uphold their commitment to maintenance and vegetation management</i>	X	X
	<i>Work with state legislators, Cambridge and Belmont to renew the stormwater joint powers agreement</i>	X	X
	<i>Investigate the potential for regionalizing an approach to stormwater (MS4) permitting</i>		X
Work with appropriate stakeholders to engage in a community dialogue about the future maintenance and use of the Great Meadows		X	X
Work with the neighborhood, the Department of Planning & Community Development and other community stakeholders to engage Youth Villages regarding the future use of the Germaine Lawrence campus		X	X

TRANSPORTATION AND PARKING	BoS	TM
Move forward with plan to replace sidewalks in Arlington Center while maintaining consideration of and seeking funding for the more comprehensive conceptual redesign of Mass Ave in Arlington Center (Mass Ave Phase 2)	X	X
Continue to work with the Parking and Implementation and Governance Committee on managing the Arlington Center Parking Management Strategy, work to prepare proposals for the Parking Benefit District and pursue funding for a parking study to be performed in East Arlington	X	X
Continue to work with the Parking and Implementation and Governance Committee on investigating the implementation of a mobile payment app for parking meters, considering a variable pricing model, enhancing data collection and reporting, and exploring expansion of metering	X	X
Work with the Planning and Community Development Department as it analyzes the results of the Bus Rapid Transit pilot and develops recommendations for the potential permanent implementation of the program	X	X
Work with ABAC and TAC to leverage the Complete Streets program and promote and encourage multimodal transportation in Arlington, support corresponding infrastructure improvements throughout Town, and study the potential for e-scooters	X	X
Work with stakeholders to identify funding for and implement the traffic signal at the intersection of Lake Street and the Minuteman Bikeway	X	X
Work with Disabilities Commission and Department of Public Works to continue to aggressively fund and implement ADA accessible curb ramp improvements	X	X
Working with the newly hired Senior Transportation Planner, initiate a comprehensive review of the impact of Waze and other navigations apps that are impacting traffic in neighborhoods throughout Arlington	X	X
Investigate the potential for requiring disclosures regarding parking rules and regulations in Arlington during the sale or rental of property	X	
Work with the state legislative delegation and the MBTA to advocate for the repair and preservation of the Alewife parking garage	X	X

PUBLIC COMMUNICATIONS AND CUSTOMER SERVICE		BoS	TM
Continue exploring options for customer service enhancement including enhanced use of website,offering of mobile app for the Request/Answer Center, and connecting citizen requests to the GIS database		X	X
Receive quarterly reporting from the Request/Answer center with a focus on volume and response time. How long before request is acknowledged? Monitor long term unanswered requests and explore further metrics that provide value to the Board		X	X
Update the Select Board's Policy Handbook and comply with policy to perform a yearly review of the document		X	
Review all board applications for licenses and permits, and update applications and processes across departments		X	X
Work with Town Manager and Public Information Officer to maintain and expand traditional and alternative means to enhance public communication including investigating the implementation of community engagement training		X	X
	<i>Work to develop a Citizens Academy focused on engaging residents in the Town's governance and departmental operations</i>	X	X
Continue to enhance accessibility and transparency of Select Board proceedings through the integration of technology		X	
Explore the implementation of remote participation for both Board members and residents and the technology that would be necessary to make it practical		X	X
Facilitate the planning, publicizing and implementation of early voting hours in line with voting advocates recommended best practices.		X	
Work to develop a memorandum of agreement with the Town Clerk's Office and the Board of Registrars regarding the management and administration of elections		X	

INFORMATION TECHNOLOGY	BoS	TM
Work with the Director of Information Technology to renew the 3 year IT Strategic Plan		X
Deliverable –Develop new 3 year IT Strategic Plan		X
Work with departments to expand the implementation of online bill payments		X
Deliverable – Continue implementation of online bill paying to further departments		X
Work to integrate GIS data and mapping tools into Public Works work order management		X
Deliverable – Demonstrate integration of GIS tools into Public Works work order management		X

ENERGY EFFICIENCY/SUSTAINABILITY	BoS	TM
Continue work with the Energy Working Group, leveraging Arlington’s designation as a Green Community, to improve the Town’s energy efficiency.		X
Continue the expansion of electric vehicle charging infrastructure for public use.		X
Fully populate and convene the Clean Energy Future Committee to begin planning for achieving Net Zero status in Arlington by 2050	X	X

ORGANIZATIONAL	BoS	TM
Continue bargaining, utilizing the results of the compensation study, with bargaining units not yet settled for a new contract beginning in FY2019		X
Continue to recruit and hire qualified, professional, and excellent employees at all levels of the organization with a focus on developing a strategy for enhancing diversity in hiring		X
Work to implement the Pay Equity Law		X
Work to provide organization wide professional development, focused on customer service training, with a focus on training mid-level managers and supervisors in FY2019		X



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